

**SPECIAL SESSION
August 1, 2005**

The Board of Supervisors of Maricopa County, Arizona convened in Special Session at 9:00 A.M., August 1, 2005, in the Supervisors' Conference Room, 301 W. Jefferson Phoenix, Arizona, with the following members present: Max W. Wilson, Chairman, District 4, Don Stapley, Vice Chairman, District 2, Andrew Kunasek, District 3; Fulton Brock, District 1, and Mary Rose Wilcox, District 5 (entered late). Also present: Fran McCarroll, Clerk of the Board, Juanita Garza, Minutes Coordinator, David Smith, County Manager and Paul Golab, Deputy County Attorney. Votes of the Members will be recorded as follows: aye-nay-absent-abstain.

PRESENTATION AND DISCUSSION REGARDING THE ANNUAL CAPITAL IMPROVEMENT PROGRAM REPORT

Presentation on the Maricopa County Building System Review and Capital Improvement Program (ADM800-003)

Steve Conner, FMD Director

Steve Conner, Facilities Management Director, opened the presentation by thanking the Supervisors for the opportunity to come before the Board and present the Annual Capital Improvement Program (CIP) Report. Mr. Conner indicated that today's presentation would include a discussion on the following topics:

- Building System
- Energy Use & Water Management
- Green Buildings
- Current CIP Project Status

Mr. Conner continued by adding that because the review was so extensive and covered so many areas there would also be a meeting on August 2, 2005 to complete the presentation. Tomorrow's agenda would include discussion on the future CIP facility master plans, courts master plans, criminal justice system master plans, and animal care and control projects. Mr. Conner indicated the Facility Management's main focus was the Building System and that the main core of the Building System is to plan, design and structure, operate, maintain, and protect. Mr. Conner implied that he would like to return in the future and present the operations and maintenance element of the Building System. He said "we are proud of what we do with a strong desire to set the example because we believe we can do it."

Supervisor Stapley noted that the agenda contained no action items. Supervisor Stapley requested that tomorrow's agenda be modified to allow the Board to vote on any of the agenda items if necessary.

Fran McCarroll, Clerk of the Board, said she would work with the attorney to add language that would provide for action on any of the agenda items, if needed or necessary.

Mr. Conner reported that Maricopa County buildings provide space for approximately 13,300 County employees with over 11 million square feet of space at 533 locations that are owned, leased or used through the terms of an IGA. He referred to a chart which listed all the buildings owned by Maricopa County, owned facilities managed by Facilities Management Department (FMD), leased and IGA facilities. These building types, included jails, courts, administrative offices, medical clinics, infirmaries, laboratories, warehouse, food preparation facilities. Mr. Conner stated that a major focus of the County is to convert leases to County owned space.

To better determine and understand the Building System's needs the Facilities Management Department (FMD) conducted an assessment of 157 buildings managed by FMD. The assessment process helped

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identify and quantify any building deficiencies. The two levels of assessment discussed were: Level 1 assessment which consists of a life cycle look of all systems components with a more strategic look at the building systems plans, interview of the maintenance staff, walk-thru the building to determine the condition, and identify upgrades and improvements. As with a Level 1 assessment, Level 2 includes Level 1 but is a more detailed look at the building. A Level 2 assessment was conducted on the Madison Jail and Black Canyon Probation Center which allowed for a more detailed overview of these buildings.

Mr. Conner indicated that a standard was adopted by the Building Owners and Management Association that served as an indicator of an assessment. This standard which rates various aspects and components of a building is called Facility Condition Index (FCI). Completing an FCI can assist in making decisions involving improvements to the building system. FCI represents the relative physical condition of a building or group of buildings. It measures the estimated cost of the current deficiencies and compares it with the projected replacement cost of the facility which results in an overall percentage rating. A FCI rating below 5% is good, and a FCI above 10% is considered to be poor. He stated that the Maricopa County building system's FCI was at 19.23%. He said that the number was high but "we should not be alarmed, we will always have deficiencies, we will never be at zero."

In response to a question from Supervisor Brock, Mr. Conner responded that it is unrealistic to reach a 5% FCI because of the investment required. He gave an example where the State of New Mexico assessed all the schools and their FCI was 40-50%; based on this information a decision was made to make their FCI 15%. Mr. Conner said, "It's a balance between building systems and finances."

Supervisor Brock commented that being at a 14.86% for the administration building is good for being one of the busiest, high traffic buildings.

Mr. Conner continued by outlining the FCI for the county buildings, by geographic area, as depicted below:

- Downtown 23%
- Durango 14.88%
- Southeast 10.9%
- Outlying areas 26.37%

He followed by pointing-out examples of the FCI range within each geographic area with the Supervisors Auditorium having the highest FCI and the Administration Building at 14.86% (within the Downtown Complex), Tent City Education Trailer had the highest FCI at 85.86% (within the Durango campus), the Southeast Food Distribution Warehouse was at 65.85% (within the southeast campus) and the Emergency Services Administration with the highest at 91.01% (within the outlying areas).

Supervisor Brock raised a question as to the high FCI for the food warehouse. Mr. Conner said "it makes it difficult to answer because FMD does not manage the food warehouse building."

Mr. Conner did a quick overview of the Building System as a whole with a colored pie chart that showed a composition of total deficiencies in the 157 buildings located throughout the county. He moved on to talk about the components of the building with a colored graph indication of buildings as a whole and where the deficiencies rest.

Mr. Conner stated that the FCI is a tool that can be used to forecast future funding requirements of a building, group of buildings, and the building system as a whole. He indicated that knowing the current condition of a building allows making decisions as to what point to stop investing in a building. Mr. Conner

referred to a chart that depicted the surveyed Building System and funding scenarios to maintain existing conditions or improve conditions. He referred to the Black Canyon Building as an example of what impact an investment can have on a building. The FCI was at 25%, a level 2 assessment was done on the building. \$1.4 was invested in the building and the FCI improved to 7.7% making the building more functional.

Mr. Conner concluded by saying that it is important to "see the present and know the future." The building system cycle is a "plan and execute cycle."

~ Supervisor Wilcox entered the meeting ~

Supervisor Brock thanked Mr. Conner and the FMD staff for an excellent presentation done in a very professional and understanding manner. Supervisor Brock indicated that he would like to see general recommendations and specific recommendations made on buildings with the poorest condition indicators for example, the supervisor's auditorium, southeast food warehouse, and emergency management. Mr. Brock asked about making recommendations such as selling or demolishing these buildings, and also asked where vacant land would fall in this plan.

Mr. Conner said vacant land is not addressed in this plan. He indicated that any recommendations made on buildings is a balance between cost and the purpose of the building and what the needs are of the people occupying the building. Many things factor into decisions made on buildings. Some buildings may have outlived their building life.

Supervisor Brock commented that the chart showing the approach to make determinations to replace or repair a building is helpful, but the Board needs constant, more specific feedback in terms of alternatives from FMD to keep the Board informed and prepare to make final decisions.

Chairman Wilson thanked Mr. Conner for the presentation and commented that a decision on a building needs to be a high priority based on solid information. Basic maintenance needs to be on a schedule but subject to change according to inspections.

Supervisor Kunasek asked if a schedule was received from the contractor to use for budget planning at time of building completion. Mr. Conner replied that a schedule is not provided by the contractor. However, a list of itemized building costs is provided which gives valuable information about the cost of each component in the entire system. Additionally, a scheduled maintenance plan is provided upon building turnover.

In response to a question from Supervisor Kunasek, Mr. Conner responded that the master plan would include a capital recommendation for Emergency Services, which will be presented to the Board upon completion.

PRESENTATION OF ENERGY & WATER CONSERVATION AND GREEN BUILDINGS

Joey Baker, FMD Energy Manager

Joey Baker gave a summary using a slide presentation on Energy & Water Conservation and Green Buildings. She indicated that in the FY2004-2005 the County spent \$14.6 on utilities and county facilities used over 463 million gallons of water per year.

Ms. Baker pointed out the objectives of Energy and Water Management as follows:

- Understanding energy and water

- Finding creative solutions to optimize usage while meeting occupant needs
- Benefits of water and energy management

She continued by reporting that the top electricity consumers were the Downtown Complex and the Durango Complex, followed by the Lower Buckeye complex, 4th Ave Jail, and the Security Center.

Ms. Baker outlined the Energy Conservation Goals which included: reducing utility costs from \$1.95 to \$1.66 per square foot by the year 2007 and updating the energy plan by June 2006. More immediate energy initiatives included implementing advanced office technologies, more efficient lighting design, and enhanced building envelopes. These initiatives will encourage summer reductions.

Ms. Baker briefly discussed the following water conservation goals:

- water plan completed by April 2005,
- reduce water usage by 3% each year, and
- by the year 2010 reduce to 50.5 gallons per square foot

She continued by reporting that the top three water users included Durango/Towers jail, Madison Street jail, and Estrella Jail. Some of the water initiatives Ms. Baker discussed included; to engage employees with the "water-mometer", install waterless urinals, continue xeriscape landscaping, smarter garage cleaning, and sub-metering to measure results.

Ms. Baker gave a brief overview on "Green" Buildings. She identified "Green" Buildings as "Buildings that promote a sustainable, long-term balance of society, economy and environment." She highlighted the benefits of a sustainable building as functional buildings built to last with increased health and productivity of occupants, and lower operation and maintenance costs. Ms. Baker also spoke about "LEED", which stands for Leadership in Energy and Environmental Design. Ms. Baker indicated that LEED is a rating device used to certify a sustainable building and it is a great tool to use during design and construction to ensure a building meets sustainability criteria. Six categories that LEED considers are:

- Sustainable sites
- Water Efficiency
- Energy and Atmosphere
- Materials and Resources
- Indoor Environmental Quality
- Innovation and Design Process

Ms. Baker noted that the County has two LEED registered buildings, the Downtown Justice Center and the Chandler Justice Courts. She added that some of the unique features in these new buildings included:

- T5 lighting fixtures
- Lower water usage fixtures
- Building commissioning
- I.C.E. Block (Granite block) provides R30 for the outside walls

Ms. Baker concluded her presentation by summarizing the Facilities Management goals: to continue to improve the efficiency and usability of new and existing County facilities, reduce operation and maintenance costs, reduce negative impacts on environment and increase occupant comfort.

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Supervisor Brock commented that he was very excited to see ideas come forth in an effort to reduce utility costs. Supervisor Brock suggested the following ideas: Encourage Maricopa County employees to present ideas on reducing costs; promote the practice of using stairs instead of elevators, especially in the administration building; lastly, continue to use Insulated Concrete Forms County buildings.

Discussion ensued as to the use and sustainability of the Insulated Concrete Forms. Ms. Baker produced a sample brick and explained its design as well as how it is connected and secured in the building process.

Supervisor Kunasek raised a question as to underground construction. Mr. Conner responded that Arizona's soil makes underground digging an expensive operation.

Supervisor Wilcox thanked Mr. Baker on the presentation. She commented that she was looking forward to the Green Building Policy, but would also like to see a policy on the heat island resolutions.

PRESENTATION OF CURRENT CONSTRUCTION PROJECT STATUS

Steve Blaylock, FMD Program Director

Steve Blaylock, FMD Program Director, gave an update on the 2005-2006 construction project status and targeted completion dates. This update covered:

- Human Services Campus (Phase I-III targeted for November 2005 and Phase IV targeted for February 2007)
- Northeast Consolidated Justice Courts (targeted for June 2005)
- Northwest Consolidated Justice Courts (targeted for October 2005)
- Downtown Justice Center (targeted for September 2006)
- Chandler Consolidated Justice Courts (targeted for July 2006)
- Southwest Consolidated Justice Courts (targeted for November 2006)
- Public Health Clinic (completed May 2005)
- Security Building (targeted for July 2006)
- Lower Buckeye Central Services Plant (targeted June 2006)
- Madison Street Jail (assessing needs and reviewing options for existing jail)

Mr. Blaylock reported that Fiscal Year 2005 included 260 projects and all the projects completed were under the total budgeted amount.

Supervisor Brock commented on the three buildings with the low FCI and asked if any of the buildings were on schedule for replacement or renovation. Mr. Blaylock replied that the Supervisor's Auditorium is scheduled for renovation beginning in September.

Mr. Conner commented on the Emergency Services building, and said that construction plans will be included in the master plan. He stated that he would not be able to answer on behalf of the Food Warehouse because the building is not managed by FMD.

Heidi Birch made closing comments and thanked the Board for their support and for the opportunity to present the Maricopa County Capital Improvement Program Part I. She also informed the Supervisors about awards the Facilities Management Department has received in the past years.

MARICOPA COUNTY BOARD OF SUPERVISORS MINUTE BOOK

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David Smith, County Manager, took the opportunity to commend the Facilities Management staff on the presentation.

MEETING ADJOURNED

There being no further business to come before the Board, the meeting was adjourned.

ATTEST:

Max W. Wilson, Chairman of the Board

Fran McCarroll, Clerk of the Board